

Meeting Minutes

<http://set.lanl.gov/spac/>

(TA-00, Canyon Complex, Room #168)

Date: 12/17/02

Members Present

David Hobart (Chair), C-AAC

Bill Robertson, IM-2

Tracy Ruscetti, B-2

Deborah Smith, RRES-AT

Student Representatives Organization

Shauna Kackley, (Webmaster of SA) RRES-SA

Kristine Mack, HSR-4

LANL Representatives

Danny Valdez, DV

Margaret Marshall, OEO

Kurt Steinhaus, STB-EPO

Carole Rutten, STB-EPO

Mindy Mendez, STB-EPO

Barbara Pacheco, HR

Min Park, STB

Meeting times

The next meeting time was discussed and agreed to be Tuesday, January 14th. There were no objections to moving the meetings to non-pay weeks.

At the next meeting we will be voting regarding the nominees for chair positions. A list of questions that will be asked of the candidates will be emailed out before the next meeting.

Student Association

Carole brought up the issue that since James Andrade is no longer the Chairperson of SA. Currently the SA does not have a Secretary or Treasurer, so the suggestion was made to hold elections again for Chair, Vice Chair, Secretary and Treasurer.

The By-laws defining the roles, responsibilities and appointing of chairpersons to SA have been updated. Prior to this situation, there were no guidelines on transfer of leadership when an unexpected vacancy occurs.

Extensions in Student Employment

1. Mindy presented the information for 3 students applying for extensions of their appointments as post-masters and GRA students. The SPAC discussed these and voted.

Student Survey Highlights

Carole emailed to SPAC the results from the student survey from this summer and will present the “highlights” at the next meeting. Carole will also be meeting with the division liaisons with the divisions that showed the greatest response in the survey. She will be holding the meetings in January to get feedback and suggestions. The format of the survey will most likely be updated for next year. One improvement is that the questions will be more specific so that the answers give more information.